



ACQUISITION,
TECHNOLOGY
AND LOGISTICS

OFFICE OF THE UNDER SECRETARY OF DEFENSE

3000 DEFENSE PENTAGON
WASHINGTON, DC 20301-3000

MAR 30 2004

MEMORANDUM FOR DISTRIBUTION

SUBJECT: Installations and Environment Domain Governance Board

This memorandum transmits the approved Installations and Environment Domain Governance Board Charter. I am issuing the charter based on my authority as the domain owner designee of the Installations & Environment (I&E) Domain pursuant to USD (Comptroller) memorandum "Domain Owner Designees in Support of the Financial Management Modernization Program (FMMP)" of April 21, 2003.

The charter incorporates the component comments and the results of discussions at board meetings.

We look forward to working with you and your staffs in making this critical Secretary of Defense initiative a success.

Raymond F. DuBois
Deputy Under Secretary of Defense
(Installations and Environment)

Attachment:
As stated



DISTRIBUTION:

ASSISTANT SECRETARY OF THE ARMY (INSTALLATIONS AND ENVIRONMENT)

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ARMY ASSISTANT CHIEF OF STAFF FOR INSTALLATION MANAGEMENT

NAVY CHIEF OF NAVAL OPERATIONS (N-46)

MARINE CORPS ASSISTANT DEPUTY COMMANDANT FOR INSTALLATIONS AND LOGISTICS (FACILITIES)

DEPARTMENT OF DEFENSE

INSTALLATIONS AND ENVIRONMENT DOMAIN GOVERNANCE BOARD

CHARTER

Purpose:

This Charter establishes the Installations and Environment Domain Governance Board (I&E DGB) under the governance structure of the Department of Defense Business Management Modernization Program (BMMP).

Mission:

The Installations and Environment Domain Governance Board will oversee the development and implementation of the DoD Business Enterprise Architecture (BEA) for all real property, installation management and environmental business areas under the purview of the Deputy Under Secretary of Defense (Installations and Environment), the "Domain Owner Designee." The Board will serve as the primary interface between the BMMP governance structure and the DoD Component's I&E organizations in implementing the BEA architecture within the I&E community.

Membership:

Chair:

Deputy Under Secretary of Defense (Installations and Environment)

Members:

Department of the Army

Assistant Secretary of the Army (Installations and Environment)
Army Assistant Chief of Staff for Installation Management

Department of the Navy

Assistant Secretary of the Navy (Installations and Environment)
Navy Chief of Naval Operations (N-46)
Marine Corps Assistant Deputy Commandant for Installations and Logistics (Facilities)

Department of the Air Force

Deputy Assistant Secretary of the Air Force (Installations)
Air Force Civil Engineer

Washington Headquarters Services

Director, Real Estate and Facilities, Washington Headquarters Services

Advisors:

Joint Staff

Director for Logistics (J-4)

J-8 (As needed)

Office of the Secretary of Defense

Deputy Assistant Secretary of Defense (Materiel and Facilities), OUSD (P&R)

Deputy Assistant Secretary of Defense (Health Budgets and Financial Policy), OUSD (P&R)

DoD Deputy General Counsel, Environment & Installations

Comptroller (As needed)

Defense Agencies/Field Activities

Director, Defense Logistics Agency Support Services

Department of the Army

U.S. Army Corps of Engineers (As needed)

Department of the Navy

Naval Facilities Engineering Command

The Chair may add other members and advisors as appropriate.

Roles and Responsibilities:

The business and functions of the I&E Domain Governance Board (I&E DGB) will be conducted as follows:

1. The Chair will:

- Direct all Board activities.
- Approve agendas, schedule, and preside at meetings of the full Board.
- Consider the issues presented during full Board meetings, and provide guidance or assign specific tasks to be accomplished.
- Establish working groups within the Board to recommend ways to meet specific facets of the I&E DGB and BMMP mission.

2. I&E DGB Members and Advisors will:

- Designate an alternate Board representative responsible for attending meetings of the Board in the absence of the primary member or advisor.
- Participate in discussions and provide guidance on issues that come before the Board.
- Speak for their organizations in developing consensus on ways to accomplish the I&E DGB and BMMP mission.
- Bring concerns to the full Board for full and open discussion.
- Designate members and subject matter experts for standing and ad hoc working groups as agreed by the DGB.

3. Advisors will act in an advisory capacity to the I&E DGB and may be asked to participate as members of the Board and its working groups, when deemed necessary by the Chair.
4. The Director, Business Transformation, ODUSD (I&E), will act as Executive Secretary to the I&E DGB and its working groups, and will provide staff resources for their operation, including:
 - Scheduling and announcing meetings at the direction of the Chair, maintaining agendas, and preparing minutes of meetings.
 - Providing ancillary contractor support as required.

Working Groups:

The I&E DGB may conduct its business through standing or ad hoc working groups.

Working groups are deliberative bodies that review specific segments of I&E's business transformation, make recommendations to the I&E DGB on courses of action, and coordinate and facilitate their implementation.

Meetings:

I&E DGB will meet as called by the Chair. Working group meetings will occur monthly or more often as required.